

**CITY OF HARTFORD
ACTIVE BOARDS AND COMMISSIONS**

General Requirements

Unless otherwise specified, Mayoral appointments to boards and commissions must be confirmed by the Court of Common Council. Most board and commission members must be Hartford voters. State law requires that no more than 2/3 of commission seats may be filled by people with the same party affiliation. Some commissions have more restrictive requirements.

November 28, 2011

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
Aging	Commission on Aging	Study the needs of and coordinate programs for the aging residents of Hartford. <ul style="list-style-type: none"> Study the conditions and needs of elderly persons in the community in relation to housing, the economy, employment, health, and recreational and other matters. Analyze the services for the aged provided by public and private agencies in the community. Make recommendations to the Mayor and Council on such services. 	11	3 years	2 nd Tuesday 1 PM
Alcohol & Drug Abuse	Commission on Alcohol and Drug Abuse	Foster and formulate programs to discourage and eliminate drug and alcohol abuse. <ul style="list-style-type: none"> Study the causes and magnitude of drug abuse in Greater Hartford. Analyze and evaluate public and private services provided for drug abuse. Assist in creating programs that discourage and eliminate drug abuse. 	13	2 years	Not currently meeting
Assessment Appeals	Board of Assessment Appeals	Hear and make decisions on appeals by taxpayers of the assessed value of motor vehicles, real property, and personal property	3	3 years	As needed
Cable Television	Hartford Area Cable Television Advisory Council	<ul style="list-style-type: none"> Advocate for the best possible service for cable television customers within the six town Hartford franchise. Support the services of public, educational and government access television. Act as an advisory body to the CT Department of Public Utility Control (DPUC), the regulatory body for the cable television industry in Connecticut. 	Hartford has 4 members	2 years	3 rd Wednesday 7 PM
Citizen Complaints re Police	Civilian Police Review Board	<ul style="list-style-type: none"> Investigate civilian complaints of police misconduct. Make findings and recommendations to the Police Chief on whether a complaint is valid. 	9	4 years	3 rd Tuesday 6 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
Cultural Affairs	Commission on Cultural Affairs	<ul style="list-style-type: none"> • Develop an arts policy every five years. • Assess the conditions and needs of the arts community. • Analyze services provided to the arts community. • Review and advise on funding proposals coordinated by the Office of Marketing, Events, and Cultural Affairs. • Annually assess the activities of the Office of Cultural Affairs and provide budgetary recommendations for the next fiscal year. • Provide assistance to the Office of Marketing, Events, and Cultural Affairs. • Advise the City Council on design issues. • Review the design of any art to be purchased by the City and give its opinion and recommendation 	23	4 years	Schedule not yet set
Design Review	Design Review Board	<p>Determine whether construction projects in downtown and other specific areas are compatible with the City's Plan of Development and certain design standards.</p> <ul style="list-style-type: none"> • Review proposed development in the B-1, B-2, B-3, and B-4 Zoning Districts considering such factors as massing, height, materials, color, architectural style, siting, scale, etc. • Determine whether the project creates an attractive environment in harmony with the district. • Determine whether the project is compatible with and enhances the design concept of adjacent buildings. • Determine whether the project encourages an active and vital pedestrian environment. 	5	3 years	4 th Tuesday 11AM
Disability Issues	Commission on Disability Issues	<p>Recommend ways of correcting deficiencies that prevent persons with disabilities from functioning as full citizens.</p> <ul style="list-style-type: none"> • Determine areas of need of persons with disabilities. • Make recommendations to: <ul style="list-style-type: none"> ○ Correct deficiencies that prevent people with disabilities from functioning as full citizens, ○ Develop procedures for locating and identifying persons with disabilities in Hartford, and ○ Provide advice and assistance to persons with disabilities. 	15	3 years	1 st Wednesday 5:30 PM
Education	Board of Education	Oversee the operations of the Hartford Public School System	9 5 appointed 4 elected + 2 non-voting student members	4 years	Workshop 1 st Tuesday 6 PM Regular 3 rd Tuesday 5:30 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
Environment	Advisory Commission on the Environment	<ul style="list-style-type: none"> Collect and monitor data concerning environmental issues. Explore ways City Government can act in the interests of residents regarding environmental health hazards and make specific recommendations for action. Seek and obtain community input on environmental issues. 	7-15	3 years	2 nd Tuesday 6 PM
Ethics	Ethics Commission	<p>Foster the highest standards of personal integrity, truthfulness, honesty, and fairness, and avoidance of improprieties by public servants, through enforcement of the City's Code of Ethics.</p> <ul style="list-style-type: none"> Enforce the City's Code of Ethics by investigating allegations, holding hearings, making findings, and recommending disciplinary action to appropriate parties. Recommend legislative action regarding the policies of the Code of Ethics. Educate current and new officers, officials, employees and members of boards, commissions, and agencies about the Code of Ethics. 	5	3 years Staggered	2 nd Tuesday 5:00 PM
Fair Rent	Fair Rent Commission	<ul style="list-style-type: none"> Receive complaints that rents being charged for housing units are excessive. Investigate and make decisions on complaints of excessive rents. Issue orders to landlords of the amount of rent to be charged. Issue orders that rent is to be paid to the Commission pending correction, by the landlord, of health and safety violations in the housing unit. 	9	2 years	3 rd Thursday 6:30 PM
Floods	Greater Hartford Flood Commission	To eliminate, prevent and control flooding and flood damage in the territory drained by the Park River and its tributaries and adjacent areas.	7 4 from Hartford Appt. y Governor		2 nd Wednesday 9 AM
Food Policy	Advisory Commission on Food Policy	<p>Eliminate hunger, raise public awareness, and ensure availability of safe, nutritious food.</p> <ul style="list-style-type: none"> Explore new means for City Government to improve the availability, accessibility, and quality of food. Collect and monitor data on the nutrition status of Hartford residents. Seek and obtain community input on food economy and the availability, accessibility, and quality of food to persons in need in the city. Obtain information from City agencies on hunger and programs to reduce hunger and improve the ability of residents in need to obtain nutritious food. Observe and analyze existing food distribution programs. Recommend new programs, improvements, or elimination of programs. 	15	3 years	2 nd Wednesday 9 AM
Grandparents	Commission on Grandparents Raising Grandchildren	<p>Consider and find solutions to problems peculiar to grandparents who are raising their grandchildren.</p> <ul style="list-style-type: none"> Study conditions and needs of grandparents raising grandchildren. Analyze public and private services for grandparents raising grandchildren. 	15	2 years	3 rd Tuesday 2 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
		<ul style="list-style-type: none"> Assist in creating programs to benefit grandparents raising grandchildren. Undertake educational and other activities to advance the interests of grandparents raising grandchildren. Encourage collaboration of all agencies serving grandparents raising grandchildren. 			
Housing, Public	Hartford Housing Authority Board of Directors	<p>Oversee and manage the operations of the Hartford Housing Authority and its programs and housing developments.</p> <ul style="list-style-type: none"> Determine where there are slums and shortages of decent, safe and sanitary housing for families of low and moderate income. Promote, create, and operate housing for low and moderate income persons and families. 	5	5	2 nd Tuesday 5:30 PM
Historic Properties	Historic Properties Commission Note: The Historic Properties Commission is also the Historic Preservation Commission	<p>Perpetuate, preserve, and protect historically distinctive buildings and places. Implement the Historic Preservation Ordinance.</p> <ul style="list-style-type: none"> Stabilize and improve property values and economic activity through adaptive use of historic structures. Identify, preserve and enhance distinctive areas, sites, structures, features and objects that have historic, cultural architectural and archeological significance. Foster use and public knowledge and appreciation of such areas, sites, structures, features and objects. Protect and enhance the attractiveness of the city to homebuyers, homeowners, residents, tourists, visitors, businesses and shoppers. Provide information, education and expertise to people interested in rehabilitation or construction of a historic structure or in a historic district. Foster civic pride in Hartford's history and development patterns. Protect and enhance neighborhood character. Encourage preservation, restoration and rehabilitation that respects the historic, cultural, architectural and archeological significance of distinctive areas, sites, structures and objects. Apply design standards to prevent the unnecessary loss of a community's historical features and to ensure compatible construction and rehabilitation in historic districts 	5	5 years	3 rd Wednesday 4 PM
HIV/AIDS	Commission on HIV/AIDS	<p>Study, make policy recommendations, and advocate for the needs of people living with HIV/AIDS in Hartford.</p> <ul style="list-style-type: none"> Study the needs and conditions of people living with HIV/AIDS. Initiate public health media campaigns on HIV/AIDS and encourage the inclusion of HIV/AIDS in other health media campaigns. 	15	3 years	2 nd Thursday 4 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
		<ul style="list-style-type: none"> Promote the availability of services needed by individuals living with HIV/AIDS outside of regular business hours. Monitor legislative action concerning HIV/AIDS and advocate for administrative and legislative reforms before state and federal agencies. Seek and obtain community input on HIV/AIDS issues. 			
Human Relations	Commission on Human Relations	<p>Foster mutual understanding and respect and encourage equal treatment of and cooperation among all races, religions, ethnic groups, and sexual preferences.</p> <ul style="list-style-type: none"> Study the problems of prejudice, intolerance, bigotry, discrimination and disorder. Develop, with other agencies, a course of instruction on techniques for achieving harmonious intergroup relations to be presented to the public. Enlist other groups in programs and campaigns to eliminate prejudice, intolerance, bigotry and discrimination. Receive, and refer to the appropriate agencies, complaints of racial, religious and ethnic group tensions, prejudice, intolerance, bigotry, and discrimination 	12	3 years	3 rd Thursday 5:30 PM
Human Resources	Human Resources Appeal Board	Hear and make decisions on any grievance or appeal to a dismissal, demotion, or suspension of any non-bargaining unit classified City employee.	5	4 years	As needed
Internal Audit	Internal Audit Commission	<p>Conduct independent examinations and evaluations of City financial activities to assure integrity, efficiency, and efficacy of the government</p> <ul style="list-style-type: none"> Examine the integrity, efficiency, and efficacy of City Government. Determine extent of compliance with policies, plans, procedures and legal requirements. Appraise the soundness, adequacy, and application of accounting, financial, operating and systems controls. Determine the extent to which City assets are accounted for and safeguarded from losses of all kinds. Determine the reliability of management data developed by City departments and offices and the Board of Education. 	3	4 years	3 rd Wednesday 3 PM
LGBT	Commission on Lesbian, Gay, Bisexual and Transgender Issues	<p>Assist in the elimination of bigotry, discrimination and prejudice against lesbians, gay men, bisexuals and transgender persons in the city.</p> <ul style="list-style-type: none"> Study the conditions and needs of lesbians, gays, bisexuals and transgender persons. Hold forums or public hearings to gather or provide information. Serve as an educational resource to fight bigotry, discrimination, and prejudice on the basis of sexual orientation, gender identity, or gender expression. Serve as a clearinghouse for information and resources on issues concerning lesbians, gays, bisexuals and the transgender community. 	15	3 years	2 nd Tuesday 6 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
Parking	Hartford Parking Authority Board of Directors	<ul style="list-style-type: none"> • Regulate, maintain and control parking within the city of Hartford. • Create, establish, finance, maintain and operate City-owned parking facilities. • Manage and operate other regulated parking facilities. • Regulate the uses of and collect and receive revenues from parking meters. • Enforce and administer rules and regulations concerning meters and on-street parking throughout Hartford. 	5	5 years	3 rd Thursday 5 PM
Parks and Recreation	Parks and Recreation Advisory Commission	<p>Study and recommend policies and procedures for public use of parks, parks management, and recreational programs.</p> <ul style="list-style-type: none"> • Advise the Department of Parks & Recreation and the City Council on recreation and park maintenance services. • Make studies and recommendations concerning the use of parks by the general public, park management, park policies and recreation programs. • Seek working relationships with schools, community and civic organizations. • Provide the general public with information and education on recreation and park maintenance. • Serve as the contact point for the public to express their opinions and requests on recreational programming. 	21	3 years	Last Tuesday 6 PM
Pensions	Pension Commission	Administer all retirement programs, systems and funds of the City of Hartford	3 plus one non-voting employee rep.	3 years	Last Friday 8 AM
Planning and Zoning	Planning and Zoning Commission	<ul style="list-style-type: none"> • Prepare and approve, at least every ten years, a plan of conservation and development for Hartford. • Prepare and revise a five year program of public improvements. • Recommend capital projects to be undertaken by the City in each fiscal year. • Review resolutions and ordinances being considered by the Council relating to location of streets, bridges, squares, parks, playgrounds, playfields, aviation fields, parking spaces, public buildings, or public utilities. 	7	3 years	2 nd & 4 th Tuesday 5 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
Preservation Appeals	Board of Preservation Appeals	To hear appeals from decisions made by the Historic Preservation Commission with regard to alteration of properties subject to the Historic Preservation Ordinance.	3	1 year	As needed
Redevelopment	Hartford Redevelopment Agency	In accordance with State Law, create and implement Redevelopment Plans, which include rehabilitation, demolition or construction of structures, facilities, streets, parks, and utilities in deteriorated areas in Hartford.	7	5 years	2 nd Thursday 6 PM
School Construction	School Building Committee	Responsible for management of all school construction projects and completion of a long range facilities plan for the Hartford Public Schools.	7	-	Varies
Transit	Greater Hartford Transit District Board of Directors	<ul style="list-style-type: none"> • Manage the affairs of the Greater Hartford Transit District which is responsible for the development, maintenance and improvement of systems for the transportation of people and goods within the sixteen towns of the Hartford metropolitan area. • Manage the property and finances of the District and appoint the District Manager. 	27 members Hartford has 4 seats on the Board	4 years	3 rd Thursday 7 PM
Water and Sewers	Metropolitan District Commission Board of Commissioners	Manage and govern the MDC whose operations include the construction, maintenance and operation of the water and sewer system in the MDC's eight member towns including hydroelectric dams and reservoirs.	29 members Hartford has 9 seats on the Board	6 years	1 st Monday 5:30 PM

Topic	Board or Commission Name	Purpose/Functions	# of Members	Term Length	Meeting Day and Time
Women	Permanent Commission on the Status of Hartford Women	<p>Eliminate gender-based discrimination and improve the status of women in Hartford.</p> <ul style="list-style-type: none"> • Assist in the elimination of gender-based discrimination. • Help improve the status of women in Hartford. • Study the conditions and needs of women of the city. • Hold forums or public meetings to gather information. • Provide information to the public. • Conduct outreach to encourage public participation to improve the status of women. • Serve as a mediator in matters concerning women. • Review and assess the effect of City programs and practices, including employment, wages, and benefits, on female employees of the City. • Make recommendations to Council regarding policies and practices as they affect women. • Make recommendations for statutory change at the State level. 	20	2 years	2 nd Tuesday 5:30 PM
Zoning Appeals	Zoning Board of Appeals	<ul style="list-style-type: none"> • Hear and decide appeals of zoning orders, requirements or decisions made by City staff. • Hear and decide special exemptions and exceptions to the zoning laws. • Vary the application of zoning laws with regard to a parcel of land where literal enforcement would result in exceptional difficulty or unusual hardship 	5	5 years	1 st Tuesday 7 PM